

# *Reportable Incidents*

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## Definitions...

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- Incident: an event that can cause a resident injury
- Incident, reportable: a situation when a facility is required to report information to the Licensing and Survey Agency

# Reportable Incidents

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- **Five types of incidents that must be reported to Licensing and Certification**
  1. **Injuries of Unknown Origin**
  2. **Injuries related to facility vehicle**
  3. **Resident elopement**
  4. **Resident to resident incident**
  5. **Incident causing hospitalization**

# 1. Injuries of Unknown Origin

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- Severe bruising on the head, neck, or trunk; fingerprint bruises, regardless of explanation
- Lacerations, sprains, broken bones
- Any injury not observed, or the source can't be explained by the resident
- (Minor bruising and skin tears on the extremities need not be reported)

## 2. Facility Vehicle

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- Facility-sponsored transportation
  - Falling from the facility's van lift
  - Wheel chair belt coming loose during transport
  - Accident with another vehicle

### 3. Elopement

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- Unable to make sound decisions
- Physically leaves the facility premises
- Facility staff unaware resident left
- Any duration

## 4. Resident to Resident

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- Physical
- Causes an injury

## 5. Serious Incident

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- Any incident that results in the resident's need for hospitalization, treatment in an hospital ER, fractured bones, IV treatment, dialysis, or death
- Incidents such as: scooter accidents, wrong medication given; ingestion of toxic liquid, etc



# Hotline Information

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- Name and Location of Facility
- Name and Title of Person Reporting
- Date and Time of the Incident
- Resident Name ( Include Spelling)
- Social Security Number of the Resident
- Outline of What Happened (Brief Description of the Incident)
- A Description of Injuries That Occurred
- Corrective Actions or Preventative Plan

# Requirements for a Reportable Incident

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- Call the Hot Line (208) 364-1883 and fax a copy of your Incident Report to (208) 364-1888 within the first twenty-four (24) hours
- A written report by the administrator must be completed within thirty (30) days

# Written Report of Investigation and Findings

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- IDAPA 16.03.22.350.02. Administrator or designee investigation within 30 days
- The administrator or designee must complete an investigation and written report of the findings within thirty (30) calendar days for each accident, reportable or non-reportable incident, complaint, or allegation of abuse, neglect or exploitation

# Examples of things that do not need to be reported

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- Resident's daughter reported to administrator that he was missing \$40.00. No injuries. The administrator stated she was currently investigating this complaint.



# Examples of things that do not need to be reported

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- The resident was very pale with dry vomiting, and shortness of breath. The paramedics were called and resident was taken to a local ER.



# Examples of things that do not need to be reported

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- **Two residents had an argument during breakfast. There was no physical contact. The caregivers separated both residents for the rest of the meal. This had not happened before between these residents.**



## Examples of not enough information

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- “No injuries at this time. Has another doctor’s appointment on the 27th for follow up.”
- Hospice resident; found on the floor; complained of mid back pain; but states it has subsided
- Walking across the front room and fell

## Examples of Thorough Reporting

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- **Yesterday about 7:00 AM, the resident was found outside in the street in front of the facility. She was dressed only in her pajamas. An aide brought the resident her sweater and her shoes, and she escorted the resident back inside the facility. There were no injuries. This is an isolated incident for this resident. We transferred her to our secured unit yesterday so we could monitor her for a few days. We obtained a UA; the results were clear. She has a doctor's appointment for a follow-up to see if there is anything else going on. She was doing well yesterday morning after the incident.**



## Examples of Thorough Reporting

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- One of our residents was being transported via wheelchair in our facility van. The wheelchair's brakes were locked. However, when the van turned a corner, her wheelchair tipped over. The resident was taken to a local hospital after complaining of chest discomfort. X-rays were taken but the ER physician could not determine if the T-9 fracture was new. Resident is back with us; she has morphine for the pain. Our van driver has been suspended while the van is inspected to make sure the strapping device meets state regulations.

# Example of Thorough Investigation Report

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- **Following the reported resident-to-resident altercation, Resident #1 was taken to a local ER for fractured nose and left eye contusion. After returning to the facility, ice was applied to resident's left eye as ordered by ER MD. Resident #2 sustained a swollen left hand. X-ray was negative for fracture. Two weeks later, the administrator & facility RN met with Resident #1's family and friends who were informed of the facility's actions at the time of the incident. Since the incident, there has been no further problems between these two residents; we will continue to monitor any resident-to-resident behavior. We consider this issue resolved as family has voiced satisfaction with the facility's actions.**

# Technical Assistance

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- Website:  
[www.assistedliving.dhw.idaho.gov](http://www.assistedliving.dhw.idaho.gov)
- Email questions to: [ALC@dhw.idaho.gov](mailto:ALC@dhw.idaho.gov)
- Call Licensing and Certification at (208) 334-6626
  - Ask for an Assisted Living surveyor

# QUESTIONS?

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Thank you

